

1. *Phragmites australis* (Cav.) Trin. ex Steud.

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b. Records Retired to RI/VI

<u>Division or Staff</u>	<u>Items</u>	<u>Amount in Cu. Ft.</u>	
EE	18	4.7	
FE	16	4.6	
NEA	1	.5	
SE	7	1.4	
SR	1	.3	
WE	7	1.5	
WH	8	1.3	
Total	58	13.3	13.3

c. Records Retired to CIA Library

<u>Division or Staff</u>	<u>Items</u>	<u>Amount in Cu. Ft.</u>	
CI	1	.3	
EE	12	2.8	
FE	1	.2	
NEA	2	.3	
SE	6	.8	
SR	8	1.1	
WE	17	7.8	
WH	8	1.7	
Total	55	15.0	15.0

d. Records Retired to Records Center

<u>Division or Staff</u>	<u>Items</u>	<u>Amount in Cu. Ft.</u>	
WH	1	.1	
Total	1	.1	.1

e. Records Destroyed (Non-Record Material)

<u>Division or Staff</u>	<u>Items</u>	<u>Amount in Cu. Ft.</u>	
RI	1	50.0	
Total	1	50.0	50.0
Total Records Retired and Destroyed			194.6

f. Vital Documents

Packages IN.....307
 Packages OUT.....11

 Microfilm Reels IN.....43
 Microfilm Reels OUT.....3

4. Filing Equipment and Forms Control

a. Filing Equipment Approved

Two drawer legal size safe.....3
Four drawer letter size safe.....1
Four drawer legal size safe.....15
Five drawer legal size file cabinet.....11
Storage cabinet, 4 shelves, 2 doors
with key.....2
File cabinet with three shelves.....4

b. Forms Approved.....1

5. RI/FO, [REDACTED] returned from TTX 4 October 1953.

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[REDACTED]
RI/FO

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